

FACILITATOR EVALUATION FORM

Training: Root Cause

Facilitator(s): Mr. Ned Gravel

Location: Holiday Inn, Markham, Ontario

Date: January 26, 2009

Item	Met Participant Needs?				
	1 No	2	3 OK	4	5 Yes
Course Objectives:	<i>√ as appropriate below</i>				
Were you given the opportunity to help define them?	0	0	0	1	7
Were they well defined?	0	0	0	1	7
Were they achieved?	0	0	0	4	4
Course Content:					
Was the material appropriate?	0	0	2	2	4
Complexity (1=too complex or too simple ← → Perfect=5)	0	0	2	5	1
Was the material clear to you?	0	0	0	4	4
Volume (1=too much or not enough ← → Perfect=5)	0	0	4	0	4
Did the handouts fit with this training - did they help?	0	0	2	1	5
Facilitator Methods:					
Did the facilitator allow sufficient discussion?	0	0	0	1	7
Did the facilitator encourage participation?	0	0	0	0	8
Did the facilitator help bring out new group ideas?	0	0	0	2	6
Did the facilitator help close out discussions?	0	0	1	0	7
Would you accept this facilitator again?	0	0	0	1	7
Catering and Facility:					
Was the seminar facility appropriate for the course?	0	0	2	2	4
Was the lunch and breaks service acceptable?	0	0	0	2	6

Comments	Response
Modify samples to match new ICAR format. Use correct ICAR format for the samples	Good idea to learn the better approach, and will try to implement. May take some time as the data used to generate samples comes from actual labs who did not use a similar form.
Flow chart to explain binder and make for easy access for tabs. Find tabs for contents between the blue divider pages.	Good idea. Will provide post-it notes for participants to note contents of each blue divider page
Ensure correct version of P07 and T27	Done. Late, but done.
Use the correct evaluation form	Done. Also late.
There were many examples with safety overtones – not that this is a bad thing, but I would have liked more examples with more analysis conundrums or organizational issues other cloudy difficult situations.	Very true, as these are the most easy to spot. The difficulty with using analysis conundrums is that they are discipline specific and folks outside those disciplines could not participate. We are forced to keep the examples more general.

- Very good presentation
- Enjoyed the training a lot.